

SECRET
Classification

Approved For Release 2006/11/13 : CIA-RDP75-00399R000100140003-9
REPORTS INVENTORY

PREPARE IN DUPLICATE						DDS/OTR/ISS-1				
1. TITLE OF REPORT (if a fill-in report include Form No.)						2. TYPE OF REPORT				
PAI Progress Report						<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">STATISTICAL</td> </tr> <tr> <td style="text-align: center;"><input checked="" type="checkbox"/> NARRATIVE</td> </tr> <tr> <td style="text-align: center;">MACHINE-NAME LISTING</td> </tr> </table>		STATISTICAL	<input checked="" type="checkbox"/> NARRATIVE	MACHINE-NAME LISTING
STATISTICAL										
<input checked="" type="checkbox"/> NARRATIVE										
MACHINE-NAME LISTING										
3. FUNCTIONAL AREA		PERSONNEL		TRAINING		XX ADMIN. GENERAL				
		LOGISTICS		SECURITY		OTHER (specify)				
		MEDICAL		FINANCE						
4. NO. OF COPIES PREPARED		5. FREQUENCY (weekly, monthly, quarterly, etc.)				6. DISTRIBUTION (No. of components not number of copies)				
7		Semi-Annual				3				
7. FORMAT (memorandum, form computer print-out, etc)		8. ADP PROCESSING				9. DIRECTIVE AUTHORITY REQUIRING REPORT				
		YES		IF YES GIVE ADP PROCESSING NO.		DTR - verbal				
		XX NO								
10. PREPARING COMPONENT (include lowest level contributing information to report)				11. FEEDER REPORTS (State total number and identify by Title, Form No., or nomenclature. Attach separate sheet if necessary.)						
OTR/ISS/IT				Reports on current status of PAI units.						
OTR PAI Programmers (Instructors)				Approximately <u>21</u> programmers.						
TSD Training Officer (verbal)										
OC <input type="checkbox"/> Commo Branch										
OMS/PSS										
12. COST FACTORS										
A. MANUAL PREPARATION AND REVIEW COSTS										
GRADE	HOURLY RATE	X	HOURS PER REPORT	=	COST PER REPORT	X	TIMES PREPARED = COST PER YEAR			
11	\$6.50		10.50		\$68.25		2 \$136.50			